

EQUIPMENT SERVICES FUND

PROGRAMS

| | 2009-10 Actual | 2010-11 Budget | 2011-12 Adopted | 2012-13 Projected |
|---|-------------------|-------------------|--------------------|----------------------|
| Administration | | | | |
| Responsible for Equipment Services operations; coordinates all fuel and repair billing and maintains all repair and performance histories on City owned vehicles and equipment. | | | | |
| <i>Appropriation</i> | 682,321 | 802,759 | 772,657 | 802,489 |
| <i>Full Time Equivalent Positions</i> | 6.00 | 6.25 | 6.25 | 6.25 |

Mechanical

Performs maintenance and repairs to all automotive and related equipment operated by the City, except Fire Department vehicles, Landfill equipment and Parks and Recreation non-licensed equipment; includes Preventive Maintenance Programs, oil changes and lubrication, tire repairs, fuel system cleaning and adjustments, washing equipment and parts supply. The division is operated from 7:00 a.m. until 2:00 a.m. five days a week. In cases of community emergencies, inclement weather, natural disasters, etc. the division is open 24 hours a day. Operating departments budget annual lease payments to pay for the use of equipment, including cars and trucks. These lease payments offset maintenance, insurance and replacement costs incurred by Equipment Services.

| | | | | |
|---------------------------------------|-----------|-----------|-----------|-----------|
| <i>Appropriation</i> | 2,908,013 | 2,930,461 | 2,951,756 | 3,038,797 |
| <i>Full Time Equivalent Positions</i> | 43 | 43 | 43 | 43 |

Capital Replacement

Equipment Services budgets for the replacement of all licensed equipment including Administrative and Police Line vehicles, Fire equipment, medium to heavy-duty trucks, Solid Waste trucks, and all non-licensed power equipment including air compressors, welders, mowers, forklifts, leaf vacuums, bulldozers, etc. Operating departments budget annual lease payments to pay for the replacement of the equipment. These lease payments offset replacement costs incurred by Equipment Services.

| | | | | |
|---------------------------------------|------------|------------|------------|------------|
| <i>Appropriation</i> | 12,933,733 | 17,405,139 | 14,021,765 | 17,083,902 |
| <i>Full Time Equivalent Positions</i> | 0 | 0 | 0 | 0 |

Departmental Strategies

- Identify and replace all equipment within 6 months of its estimated economic life cycle.
- Analyze sustainable alternatives for current and future Fleet needs.
- Monitor productivity percentage for each fleet maintenance technician (available hours to productive hours).
- Refine shop procedures as needed to result in more vehicle uptime.
- Identify and resolve problems with vehicle usage or possible part failures to eliminate repeat repairs.

PERFORMANCE MEASURES

| | 2009-10 Actual | 2010-11 Budget | 2011-12 Adopted | 2012-13 Projected |
|---|-------------------|-------------------|--------------------|----------------------|
| Effectiveness Measures | | | | |
| • Percentage of Fleet replaced at estimated economic life cycle | N/A | N/A | 80% | 80% |
| • Percentage of fleet availability | N/A | N/A | 96% | 96% |
| • Percentage of vehicles requiring same repairs within 30 days of service | N/A | N/A | 0.5% | 0.5% |
| • Percentage of Non-Administrative Police fleet available | N/A | N/A | 95% | 95% |
| • Percentage of shop Technicians with 1 or more ASE certifications | N/A | N/A | 60% | 60% |

BUDGET SUMMARY

| | 2009-10 Actual | 2010-11 Budget | 2011-12 Adopted | 2012-13 Projected |
|--------------------------|-------------------|-------------------|--------------------|----------------------|
| Expenditures: | | | | |
| Personnel Costs | 3,150,745 | 3,138,355 | 3,140,758 | 3,257,631 |
| Maintenance & Operations | 8,614,549 | 8,661,130 | 8,765,420 | 6,367,557 |
| Capital Outlay | 4,758,773 | 9,338,874 | 5,840,000 | 11,300,000 |
| Total | 16,524,067 | 21,138,359 | 17,746,178 | 20,925,188 |
| Total FTE Positions | 49.00 | 49.25 | 49.25 | 49.25 |
| Revenues: | | | | |
| Internal Charges | 17,031,423 | 16,628,076 | 15,889,210 | 15,889,210 |
| Fund Balance | 2,974,190 | 3,123,583 | 417,004 | 3,596,014 |
| Inter-Fund Transfers | 367,533 | 210,000 | 0 | 0 |
| User Charges | 111,284 | 73,000 | 74,460 | 74,460 |
| All Other | 700,776 | 1,103,700 | 1,365,504 | 1,365,504 |
| Total | 21,185,206 | 21,138,359 | 17,746,178 | 20,925,188 |

BUDGET HIGHLIGHTS

- FY 11-12 budget is decreasing by \$3.4 million or 16.0%.
- Equipment Services reduced the rates in FY 10-11 that are charged to the General Fund and other funds for licensed and non-licensed City vehicles. The reduction, which will equate to approximately \$308,000 in savings to the General Fund in FY 11-12, was achieved by reviewing usage and adjusting life cycles of various vehicle types.
- The budget includes a transfer of approximately \$431,000 to the General Fund which is \$123,750 less than the transfer in FY 10-11.
- Capital outlay costs for FY 11-12 are \$5.8 million; a decrease of \$3.5 million from the previous year.
- The FY 11-12 budget includes approximately \$2 million for future capital purchases. These funds will help offset expenses in years with higher than normal replacement costs.